



# CITY OF CHICOPEE

## Department of Public Work

### PARKS DIVISION

687 Front Street Chicopee, MA.

RECREATION OFFICE 413-594-3481 413-594-3486 (fax.)

Carolyn Porter  
Superintendent

Richard Maciolek  
Assistant Superintendent

Parks and Recreation Commission Meeting Minutes Tuesday, October 24, 2017

- A. Call meeting to order: 7:03pm made by Comm Fenton.  
Attendance: Commissioners Fenton, Buxton, Montemagni, Bresnahan, Acting Parks Superintendent Maciolek.
- B. Motion for approval of meeting minutes for September 28, 2017 made by Comm. Montemagni. Second by Comm. Buxton. Approved.
- C. Meeting suspended at 7:03pm for Public Input. Public attendees: Kimberley Morrisette of the Chicopee Garden Committee (CGC), Parks General Foreman Tom Trznadel, Chicopee IT Dept. Technology Projects Manager Bob Liswell, and City Councilor Stan Walczak. Kimberly Morrisette provided an end of the year report from the CGC. Fall cleanup is scheduled for Saturday, November 4<sup>th</sup> from 10am-12pm. Water can be shut off. Garden sign to be stored in Lincoln Grove Park comfort station. All garden beds were leased this year and list of leasers will be sent to Acting Superintendent Maciolek. Next meeting of CGC to be held on Nov. 14<sup>th</sup> and Comm. Bresnahan will attend as the Commission representative. Bob Liswell provided more details of the proposed lighting/security camera improvements to Szot Park. Reference Old Business Item #5. City Councilor Walczak discussed improvements to Fairview Park. He thanked the department, especially Foreman Trznadel and Acting Superintendent Maciolek for the improvements to the 60' diamond at Fairview but noted there is a lot of work still to be done in support of Camp Opee. Things of note, new playground equipment, recycling containers and a pavilion. He also noted there was \$108K in camp accounts and funds should be used for upgrades for camp purposes. Finally he asked the Commission about our project plan for the parks over the next year. Following public input, meeting resumed at 7:53pm.
- D. Communications:
1. Letter from Gail Grant requesting permission to hold their annual bonfire at Szot Park for First Central Bible Church 50 Broadway Chicopee MA 01020. Motion to approve made by Comm. Buxton. Second by Comm. Montemagni
  2. Other Communications
- E. Recreation Report
1. No recreation report items discussed.
- F. Maintenance Report
1. Fairview Park 60' diamond has been cut out and rotera.
  2. Rivers Pool seam has been cleaned out and grouted with special caulking. Also removed loose cement around both bottom drains cleaned debris and caulked and re-grouted both drains with special caulking and hydraulic cement.
  3. Power washed/re-caulked/ and painted Szot fountain. Fountain shut down and winterized.
  4. Irrigation has been shut down and blown out for the winter at the following locations: Upper and Lower Szot, Ray Ash / Litwin / Ike Alpert / Aldenville Commons / Main Library / City Hall / Williams Park.
  5. Dana Park roof has been completed.

6. Starting to winterize Comfort Stations / bubblers, only buildings used by the high schools will remain open until fall sports seasons are complete.
7. Transitioning into fall leave season, Fairview Cemetery, Szetela, Szot Picnic area complete.
8. Cut out the 90' baseball diamonds at Ray Ash only Lincoln Grove remains to complete.
9. Cut and trim crews slowing down only being sent out to used locations for fall sports or as needed

#### H. Old Business:

1. Ray Ash Pool punch list tasks to be performed by construction Dynamics. Winterization of Ray Ash Pool will be Tuesday 10/24/17 at 10:30 AM. Park Foreman and parks pool operator laborer to be present for instructions for future closings. Tree has been replaced under warranty. See included scope of works plans for painting of pool floor and roof quotes from AECOM architect. **Recommendation made for Acting Parks Superintendent Maciolek to review contact regarding whether original scope of work included installation of auto backwash check valve. Also, it was noted the bathhouse shower faucets were old, don't work well and should be replaced in addition that some of the lighting should also be upgraded.**
2. Mandalay Park- (2) park benches have been installed per request by neighbors of the park. Waiting on contact from Celine MacDonald as to when raised bed garden to be installed.
3. Email has been sent out to Rumbleseat Women's softball team contact indicating denial of appeal and to forward payment for \$250 or \$200 after agreed discount.
4. Parks Office HVAC update. **Replacement of HVAC system expected to be complete by mid-November. Included will also be roof repairs to shingles and flashing to eliminate leaks into Parks Office.**
5. Szot Lighting and security cameras update. **Bob Liswell provided details of the proposed network/lighting/security camera improvements to Szot Park. He's putting together request for mayoral appropriation for cost of materials including electricity for first year of operation. Future year Parks & Recreation budget requests would have to include \$11K to cover annual cost of utilities. Motion made to move forward with upgrades to the network at Szot to support improved computer access and future security cameras made by Comm. Montemagni. Second by Comm. Buxton. Bob Liswell to schedule a meeting with the Commission for an on-site review of lighting and security upgrades sometime in early November.**
6. Other Old Business
  - a. No new update on Bemis Dam.
  - b. No instructor has been found for swim lessons.

#### I. New Business:

1. Halloween Spooktacular meeting Monday October 23, 2017. Spooktacular scheduled for October 30<sup>th</sup>.
2. Gateway Grant remaining funds, suggestions on expenditures. **There is \$68k of funds remaining from Gateway Grant to be used only at Szot Park. It was suggested that the stadium in Szot is in need of sealing and the 90' diamond would benefit greatly from having the infield replaced. Both jobs would exceed the \$68K available but the recommendation was made to get bids on both jobs and then seek an appropriation from the mayor to complete the work.**
3. Payments received from Pope Francis HS and Hampden Charter School for fall sports field usage.
4. Recreation reports
5. Other new business
  - a. **Nash Park grant proposal was discussed. Councilor Walczak stated that a pavilion at Nash was not a good idea as parking is a significant concern. Recommendation made to investigate if the details of the bid could still be changed.**

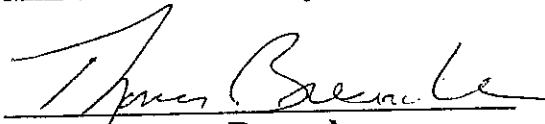
J. Next Meeting: November 30, 2017, 7pm

K. Motion made to adjourn meeting at 9:02pm made by Comm. Bresnahan. Second by Comm. Buxton. Approved.

L. Documents presented at October 24th, 2017 Commission meeting:

- a. Parks Commission Meeting Minutes from meeting on September 28th, 2017
- b. Commission Report submitted by Recreation Supervisor Sean Carroll, dated 10/19/17
- c. Commission Report submitted by Recreation Supervisor Dan Woodill, dated 10/24/17
- d. Email from Acting Parks Superintendent Maciolek (dated 10/16/17) to Matt O'Toole from Construction Dynamics regarding Ray Ashe Construction Close Out.
- e. Scope of Work For: Painting (Ray Ashe Pool)
- f. Scope of Work For: Roof Replacement (Ray Ashe Pool)
- g. Email from Acting Parks Superintendent Maciolek (dated 10/19/17) to Marissa Montemagni regarding appeal for reduced Women's Softball League fees.
- h. Email from Gail Grant of the First Central Bible Church to Acting Parks Superintendent Maciolek (dated 10/18/17) regarding use of Szot Park for Thanksgiving Day bonfire.

Minutes Submitted by:

  
Thomas Bresnahan  
Commission Secretary

11/30/17  
Date